



**City of Tucson
Downtown Revitalization Development Opportunity
Convention Center Headquarters Hotel**

***Request for Proposal (RFP)
Addendum #1
July 24, 2007***

Note to potential respondents: This Addendum #1 is intended to revise, clarify and become part of the Convention Center Headquarter Hotel Request For Proposal issued July 2nd, 2007. Please acknowledge receipt of Addendum #1 in your transmittal letter.

Studies and related materials on the web: <http://www.ci.tucson.az.us/tcc/hotelrequest/index.html>

1. Are the Design and/or Construction of the Arena available through this RFP?

No, the design and construction of the arena are to be publicly funded and are not part of this process.

2. Would you provide a written interpretation as to how the Union Neutrality Agreement affects the project in the Q&A responses/Addendum?

Under the RFP, the successful proposer will negotiate and enter into a development agreement with the City. Per the terms of the RFP, and as an indication of understanding in the MOU, the development agreement will include a condition requiring the proposer to enter into a Labor Peace Agreement. A Labor Peace Agreement is an agreement between the hotel operator and a labor organization under which the labor organization agrees not to take any economic action against the hotel. As expressly stated in the RFQ, the Labor Peace Agreement cannot include any provision requiring or compelling employees to become a member of any labor organization. Such an agreement protects the City's investment in the project.

3. How is the City going to guarantee a schedule on the Convention Center improvements?

Performance measures and timelines related to construction of the Hotel will be incorporated in the Development Agreement. If a separate design build agreement is entered into there will performance measures and timelines in that agreement that coincide with the hotel development. Funding approval for the hotel project and the convention center will occur simultaneously. We will look at all reasonable options available to deliver the improvements in coordination with the Hotel.

4. Can you provide historical attendance and bookings for the Convention Center?

The Data is provided in the C.H. Johnson Consulting "Convention Center Redevelopment Feasibility Analysis" which can be found on the website at <http://www.tucsonaz.gov/tcc/pdfs/CHJC%20Convention%20Center%20Report.pdf> If additional data is needed, please submit a request in writing and the data will be provided.

5. Will the Hotel Operator be able to book rooms/events at the Convention Center?

Yes, although the extent and mechanisms are anticipated to be negotiated as part of the Room Block Agreement section of the Development Agreement. A booking policy will be established between the City, The Metropolitan Tucson Convention and Visitors Bureau and the Operator.

6. To what extent must the financing structure be settled 60-days after the MOU is signed?

In order to ensure that District resources are used most efficiently, it is necessary for the City and the District to understand and verify the general breakdown of proposed public and/or private financing (including equity contributions) as soon as possible after the execution of the MOU. Such determinations will be made within 60 days of the execution of the MOU.

7. Why is the strength of the Hotel Operator ranked so low?

Amend Section 10.1 removing the statement "order of priority suggestion."

8. Clarify the ability of the City to select part or pieces of a proposal.

In order to maximize District resources and further the economic development goals of the City, there may be circumstances where the City will consider concepts or proposals presented in addition to the winning team's proposal.

Please indicate in your response to the RFP any formal and/or contractual relationships that exist between team members.

9. How should parking be addressed in the proposal?

Proposers should submit all parking needs, concepts and strategies as part of their proposals. The City has a general parking plan for the site that will be affected by the proposed development. It is the intention of the City to develop a parking program that considers the arena, convention center, theaters, hotel and related development and has identified funding sources for such. Alternative proposed parking needs and options will be considered, however, as part of this RFP process.

10. Clarify procurement process and the team that will be selected?

This is not a design/build Title 34 procurement process. At a minimum for a publicly financed hotel, the "team" selected must consist of a developer and hotel operator. If the hotel proposal selected involves public money, the "team" must follow State Procurement procedures for all Design and Construction professionals. If it does not involve public money, the team selected should also include Design and Construction professionals.

11. Clarify procurement process relating to proprietary items, such as beds?

FFE does not have to be procured using the procurement process, only design and construction services.

12. Provide more detail on the hotel pro-forma?

You may add sections, rows, columns and any related information to the base pro-forma, but do not remove or substitute for what has been sent by the City and be sure to complete the base pro-forma to the extent applicable to your proposal

13. Send Excel files for pro-forma

They are attached.

14. Who are the minimum required team members? Sections 1.2, 2.6, 6.2.1 each have different lists.

Please refer to answer number 10.

15. Section 2.2 references city goals including providing opportunities for MWBEs, are there set participation goals?

The participation goals are up to 11% for MBEs and up to 6% for WBEs.

17. Section 3.3, LEED certification is only required if public monies / subsidies are used?

LEED certification is only required if public monies are used, although LEED certification is an attractive quality to the Committee and Council as stated in Section 10.1.

18. Submission requirements in Section 12.5 do not match those on the Cover Page, which do we use? Cover page Item #4 states 10 copies of forms should it be 11 copies to be consistent with item #1?

Please follow the submission requirements on the Cover Page, 10 copies total, including the original, plus one PDF version on a CD-ROM. 10 copies of the Excel Sheets (B1-B4), 1 on the CD-ROM.

20. To confirm, required response items identified in Section 6.6(forms B1-B4) should be submitted under separate cover?

Yes and those additional items may be submitted either in hard copy or electronically.

21. Are items Exhibit D and Exhibit E in the solicitation final documents?

No, Exhibit D and E are not needed to be used in you submittal

22. Please provide the required forms B1-B4 electronically, in Excel.

They are attached.

Respondents must submit:

1. Original proposal clearly marked as "Original" in sealed package with nine (9) additional copies;
2. Proposal on compact disc (CD) in PDF Format in sealed package with proposal;
3. Financial and budget information in EXCEL Format in sealed package with proposal;
4. Ten (10) copies Forms B1, B2, B3 and B4, specified herein, sealed in a separate package by themselves (To help maintain the confidentiality of the requested information, ten copies of these forms are to be submitted in a separate envelope from the remainder of the proposal.); and
5. Additional or alternative proposals clearly marked "Additional or Alternate Proposal" and sealed in a separate package.

Questions regarding this RFP may be submitted in writing to Jaret Barr, City Manager's Office by August 17th, 2007. City of Tucson will issue responses to such questions and made available to all on the RFP website <http://www.tucsonaz.gov/tcc>, by August 24th, 2007. City of Tucson reserves the right to conduct a mandatory pre-submittal meeting. City of Tucson reserves the right to reject any and all proposals or to accept any proposal deemed to be in its best interest. City of Tucson shall not be obligated to enter into any contract with any Respondent on any terms or conditions.

Questions regarding this RFP should be directed to:

**Jaret Barr, Project Manager
City Manager's Office
255 W Alameda St, 10th Floor
Tucson, Arizona 85701**

Main 520-791-4204

Deleted: ¶

Formatted

Formatted

Deleted: ¶

Deleted: ¶